

Plan Commission Minutes June 20, 2023, at 7:00 P.M.

Members Present: Carolyn Clow, Stephanie Brassington, Scott Peters, Chris Reynolds, Austen Conrad, Jill Halverson

Members Absent: Peter Bloechl-Anderson

Staff Present: Andrew Bremer, Kong Thao

1. CALL TO ORDER, ROLL CALL

Chair Clow called the meeting to order at 7:00 P.M.

2. PUBLIC APPEARANCES.

None.

3. APPROVAL OF MINUTES

- a. Motion to approve the minutes of the May 16, 2023, Plan Commission meeting.

Clow moved to approve the minutes of the May 16, 2023, Plan Commission meeting. Peters seconded the motion. Motion carried 6-0.

4. PUBLIC HEARINGS

- a. Public hearing for a Conditional Use Permit requested by Jason Preisler for an additional fifth dwelling unit located at 6212 South Court.

The Commission concurred to address the other business items on the agenda as the applicant was not present.

Thao provided summary on the requested public hearing item while highlighting the calculated dwelling units/acre of the property. Further, Thao clarified why a conditional use permit is required based on the additional unit added. The applicant was present to answer questions from the public or the Commission members. Clow opened the public hearing at 7:36 PM. Seeing no person from the public wishing to speak on the item, Clow closed the public hearing at 7:38 PM.

5. BUSINESS

- a. Discussion and action on a Site Design Review Permit requested by CHS for an accessory structure at 4103 Triangle Street.

Thao provided summary on the agenda item emphasizing the Commission's review of the proposed accessory structure's materials and design, while the Board of Zoning Appeal's will discuss the request for a variance based on the proposed location. Staff included that the request is a replacement, stemming from its previous location which caused safety concerns on site. Additional staff comments on the landscaping recommendation were covered based on onsite inspection.

Clow motioned to approve the site/design review requested by CHS for an accessory structure at 4103 Triangle Street with the following conditions of approval,

1. The applicant to obtain a variance to the front yard setback requirement from Sec. 62-72 for M-IC zoning districts through the Board of Zoning Appeals.
2. Applicant to complete the paving of the northern driveway approach.
3. Applicant to submit a landscaping plan in accordance with Appendix B of the Municipal Code, to the Community Development Director for staff approval prior to issuance of a building permit providing a minimum of 17 front yard landscaping points and minimum of 80 landscaping points between the south driveway entrance and south side lot line.

Motion seconded by Peters. Motion passed 6-0.

- b. Discussion and action on a Site Design Review Permit requested by the Village of McFarland for an addition to an existing shed within Lewis Park at 5012 Highland Drive.

Thao provided summary on the agenda item. No significant concerns were raised during staff's review of the request.

Clow motioned to approve a Site Design Review Permit requested by the Village of McFarland for an addition to an existing shed within Lewis Park at 5012 Highland Drive as submitted. Motion seconded by Brassington. Motion passed 6-0.

Clow motioned to recess. Seconded by Brassington. Motion passed 6-0. Recess started at 7:16 PM and resumed at 7:17 PM.

- c. Discussion and action to make a recommendation to the Village Board regarding streetscaping services within Segment 7 of the USH 51 WisDOT Project.

Bremer provided a summary on the agenda item addressing WisDOT's expected timeline, installation of roundabouts at the on and off ramp to USH 51 and Siggelkow Road. Bremer provided how this presents an opportunity for the Village

to provide additional improvements and streetscaping features to the area. The Commission discussed additional locations for roundabouts within the Village, the impact of improvements to traffic back-up and safety.

Clow motioned to recommend to the Village Board to approve a contract with SEH in the amount of \$14,900.00 for streetscaping services within Segment 7 of the USH 51 WisDOT Project. Seconded by Conrad. Motion passes 6-0.

- d. Discussion regarding updates to the Village's Zoning Code related to accessory uses and structures.

Bremer provided a summary of staff findings on the agenda item. Bremer highlighted the redline edits provided in the packet and staff reasoning behind the proposed changes.

Discussion from the Commission included allowance of accessory structures in the side and front yards, accessory structure materials, structure sizes, color, exemptions based on zoning regulation, and desired appearance. Bremer referenced the images included in the packet to assist in describing the buildable spaces. Bremer noted at this point it is staff's preference to consider allowances for accessory dwelling units as part of the full Zoning Code rewrite in 2024. The Plan Commission felt comfortable moving ahead with scheduling a public hearing on the proposed amendments. Staff to schedule a public hearing for a future meeting once the edits have been reviewed with the Village Attorney.

6. SCHEDULE NEXT MEETING DATE.

- a. Tuesday, July 18, 2023 at 7:00PM

7. ADJOURNMENT.

Brassington motioned to adjourn, Conrad seconded the motion. Motion carried 6-0. Meeting adjourned at 8:20 PM.